

# Using busy lamp fields

The Busy Lamp Field allows you to monitor the status of a phone number. Busy Lamp monitoring is managed from the IBC user portal and is monitored using the quick dial buttons on the phone set or in the Soft Client application. **Users can program a maximum of fifty Busy Lamp Fields.**

The IBC User Portal can be accessed at this URL: <https://ibcportal.sasktel.com/Login/>.

## IBC User Portal

Username:  
3067871234@ibc.sasktel.com

Password:  
12 characters password

**SaskTel**

User ID  
Password  
 Remember Password

Login

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### Options:

- Profile
- Incoming Calls
- Outgoing Calls
- Call Control
- Calling Plans
- Client Applications
- Messaging
- Audio Conferencing
- Utilities

Busy Lamp Field is found under the Client Applications section.

### 6 Client Applications

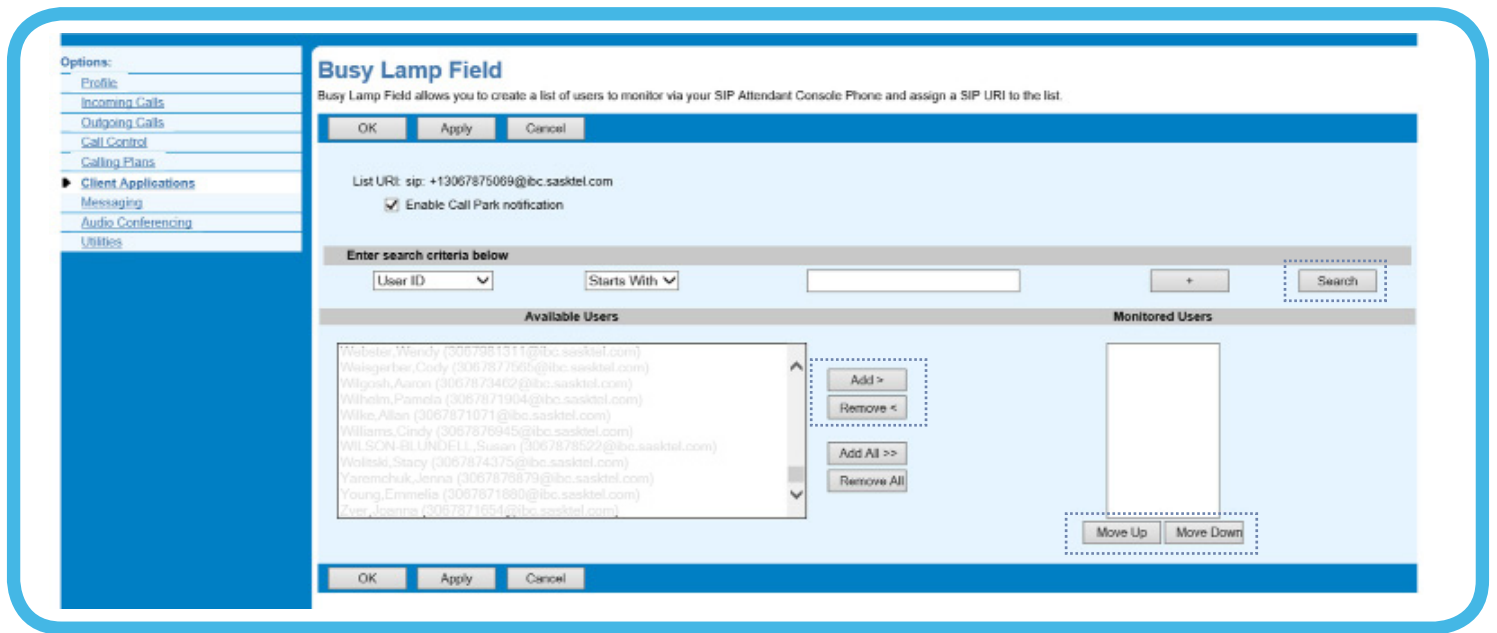
**SaskTel**

Options:  
Profile  
Incoming Calls  
Outgoing Calls  
Call Control  
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Client Applications  
Messaging  
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Utilities

**Client Applications**

**Basic**

**Busy Lamp Field**  
Allows monitoring user phone status via a SIP Attendant Console Phone



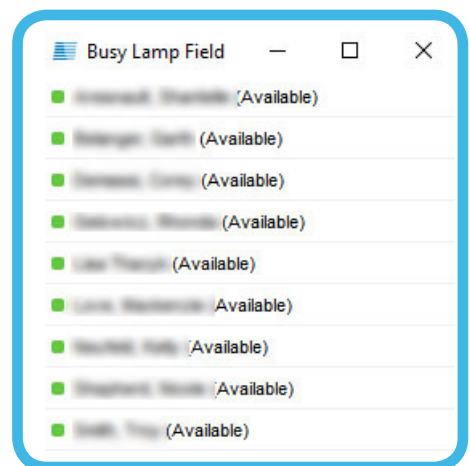
Use the Search Criteria to find the users you would like to monitor. Press Search to pull all the users in the IBC directory.

Add and Remove users from the Available Users and Monitored Users boxes.

Reorder users with the Move Up and Move Down buttons.

Click OK or Apply to set your Busy Lamp Fields.

Monitored lines will appear on your phone set under the quick dial buttons. Monitored lines will also appear in the Soft Client application.



If you need help with any of the information in this document, or if you have any type of telephone related questions, please contact the Telephone Coordinator for your Ministry or Agency.

If you do not want to be monitored via Busy Lamp Field, you can enable Phone Status Privacy. You can also select who can monitor the status of your number. Click on "Profile" on the left side menu > Click on "Privacy" in the right side window.

### Turn on Phone Status Privacy

Check the "Enable Phone Status Privacy" box.

Click Okay or Apply.

### Enable selected users to monitor your phone status

Use the Search Criteria to find the users you would like to grant the ability to monitor your line. Press Search to pull all the users in the IBC directory.

Add and Remove users from the Available Users and Assigned Monitors boxes.

Reorder users with the Move Up and Move Down buttons.

Click OK or Apply.

The screenshot displays the 'Privacy' settings page in the IBC User Portal. On the left is a navigation menu with 'Profile' selected. The main content area is titled 'Privacy' and includes a description: 'User Privacy allows you to exclude yourself from Group and Enterprise Directory listings, Auto Attendant extension and/or name dialing, and Phone Status monitoring. You can also select members in an Enterprise or Group who are allowed to monitor your phone status. These selected members can view your phone status even if you enable phone status privacy.' Below this are three buttons: 'OK', 'Apply', and 'Cancel'. There are four checkboxes for privacy options: 'Enable Directory Privacy', 'Enable Auto Attendant Extension Dialing Privacy', 'Enable Auto Attendant Name Dialing Privacy', and 'Enable Phone Status Privacy' (which is highlighted with a dashed box). A section titled 'Users authorized to monitor your phone status when Phone Status Privacy is enabled' contains a search bar with 'Enter search criteria below' and fields for 'User ID' (a dropdown), 'Starts With' (a dropdown), a text input, a '+' button, and a 'Search' button (highlighted with a dashed box). Below the search bar are two columns: 'Available Users' and 'Assigned Monitors', each with an empty box. Between these columns are four buttons: 'Add >', 'Remove <', 'Add All >>', and 'Remove All'. At the bottom of the page are 'OK', 'Apply', and 'Cancel' buttons.

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